



DETROIT POLICE DEPARTMENT  
CHIEF JERRY A. OLIVER SR.

1300 BEAUBIEN, SUITE 303  
DETROIT, MICHIGAN 48226  
PHONE 313-596-1800  
OLIVERJ342@DPDHQ.CI.DETROIT

February 19, 2003

The Honorable Sharon McPhail  
Detroit City Council  
2 Woodward Ave  
Detroit, Michigan 48226

Dear Council Member McPhail:

I received your letter requesting a clear understanding of the current policies used by the Detroit Police Department in its investigations and case closure of missing person for the Missing Children Task Force. In response to your correspondence I am forwarding the following information.

1. A description of the departmental policies and procedures for investigating a missing person.

Currently, when a member of the department prepares a missing person report, a supervisor reviews the report for accuracy and completeness. The missing report is then submitted to the Commanding Officer of the Precinct's Investigative Operation Unit, to be assigned to an Investigator who will conduct the investigation through a series of telephone calls, home visits, school contacts, work contacts, or other leads that will assist the Investigator throughout this investigation. Once a missing person has been recovered, a missing cancellation form shall be prepared and submitted to the Missing Persons Unit enabling the missing person data to be removed from various computer systems.

2. A description of the departmental policies and procedures for investigating a missing child.

In addition, to the procedure listed in #1, circumstances such as age, mental/physical condition would dictate whether there is a need for an immediate search and the use of specialized units like K-9, Aviation, Harbor-master, etc.

3. Are there any new proposals or initiatives being considered by the police department to improve the recovery of missing persons and children?

KWAME M. KILPATRICK, MAYOR



Council Member Sharon McPhail

Page 2

February 19, 2003

Yes, several measures have been introduced to improve the recovery of missing persons and children. The amount of manpower dedicated to the unit and provisions regarding the pass practice of paperwork flow has been addressed. These ideas have been submitted to be reflected in the revised police manual. In addition, an application has been submitted for a computerized missing person LOCATOR system.

4. Explain the functions of the Missing Person Division of the police department.

The Missing Persons Unit maintains files on all missing persons and escaped mental patients. This unit receives information regarding unidentified persons, and an attempt is made to match descriptions against existing missing person reports. Queries and requests for assistance from other authorities concerning missing persons are investigated. All missing reports are entered into a computerized database. Further, after 30 days dental records are requested by the investigating officer to be entered into the database.

5. Describe the number and type of personnel assigned to the Missing Person Division?

The Detroit Police Department has a Missing Persons Unit, not a division, which consist of one sworn Police Officer.

6. Explain the relationship between the Missing Person Division and the precincts when investigating a missing person/child case?

Once a supervisor has reviewed and approved a missing report, a copy of the report shall be submitted to the Missing Persons Unit for processing (in the manner as addressed in question 4.)

7. How does the Missing Person Division keep track of cases and case leads manually or by computer databases?

The Missing Persons Unit maintains a database for all missing persons with the case leads being maintained at the precinct that is in charge of the missing investigation.



Council Member Sharon McPhail

Page 3

February 19, 2003

8. How does the Police General Orders address investigation and reporting of missing children?

The police general orders address this matter as described in #2.

9. Does the City of Detroit compile and publish statistics on missing children and are they included in the Uniform Crime Reporting statistics submitted to Michigan State Police and Federal Bureau of Investigation? If yes, please provide copies of the statistics submitted for the last (5) five years and if no, why aren't statistics compiled?

No, not at the present time. In 1993, the department eliminated the Youth Bureau, which maintained statistical data on missing children.

10. What state and national resources does the Missing Person Division have at its disposal to assist in its investigation of missing persons and children?

The following resources are utilized with the investigations of missing adults and children. The Michigan State Police's, Missing Children Clearinghouse. The Law Enforcement Information Network (LEIN). The Wayne County Department of Community Justice's, Warrant Enforcement Bureau. The Federal Bureau of Investigation. The National Crime Information Center (NCIC). The National Center for Missing and Exploited Children Center.

11. How many persons are reported missing in the City of Detroit annually?

Approximately 4,000 persons are reported missing in the City of Detroit annually.

12. How many children are reported missing in the City of Detroit annually?

A survey of the department's Investigative Operation Units, revealed an average of 2,292 children under the age of 17, are reported missing in the City of Detroit annually.



Council Member Sharon McPhail

Page 4

February 19, 2003

13. How many kidnapping and/or abduction of person cases are reported each year?

A survey of the department's Investigative Operation Units, revealed the department received 34 reports of kidnapped or abducted adults for 2002.

14. How many kidnapping and /or abduction of child cases are reported each year?

A survey of the department's Investigative Operation Units, revealed the department received 38 reports of kidnapped and or abducted children for 2002.

15. How many open missing person cases are there currently?

There is 1073 open missing adult cases.

16. How many open missing child cases are there currently?

There is 1023 open missing children cases.

17. How many cases of a missing child are reported on average each month?

On an average, 191 reports of missing children are made monthly in the City of Detroit.

18. What is the missing person case closure rate?

A closure rate of 45.3% for missing adult investigations.

19. What is the missing child case closure rate?

A closure rate of 68% on missing children investigations.

20. Please explain the components of closure rate. i.e. cases considered closed because a child returns home, parental abduction and custody dispute. Etc.



Council Member Sharon McPhail

Page 5

February 19, 2003

Once a person/child has returned home or recovered and a Missing Person Cancellation report has been prepared and disseminated to the Officer in Charge of the investigation, Missing Person Unit, and the Message Center the investigation is considered closed.

21. Is there a protocol for rapid implementation of an emergency response when a child is believed to have been kidnapped? If yes, explain the protocol. If no, do you have a person in the department who might be assigned to work with the task force to develop such a protocol?

The protocol for kidnapped adults and children investigations are conducted by the Special Services Section, Armed Robbery Unit that notifies the Michigan State Police to activate the AMBER alert system. Further, I trust that Sergeant Jerry Shoate of the Records and Identification Section would be instrumental in assisting the Missing Person Task Force with the development of its protocol.

If you have any further questions, feel free to contact me at 596-1800, at your convenience.

Sincerely,

  
JERRY A. OLIVER, SR.  
Chief of Police

JOA/js